



envoy Fuel Safety Notice

4th Quarter 2021



Stop Reminder



As a reminder, **do not place the 175 fuel cap next to the fuel panel when not attached by a chain**. The cap could fall back into the wing and cause damage to the aircraft leaving your company responsible for repairs. Notify the flight crew if cap is not attached with a chain.

Top Fuel Findings for 3rd QT 2021

1 Annual Recurrent Training

Remember, annual recurrent training is required on all fuelers. Designed trainers are too complete AE-FSPM-0200 on all fuelers and retain the current copies in the training files. The form must be signed by the DT and the fuler as well as dated when the training was completed.

2 Tool Calibration Program

Remember, Envoy requires each vendor to have a documented calibration program. Each required tool must also be calibrated during its prescribed interval. Envoy auditors have also noted that calibrated tools are missing certificates of calibration and are missing in general during audits.

3 Daily and Weekly inspections not being recorded.

Envoy audits have noted that vendors are not completing **Daily Inspections** such as Differential Pressure and Hydrant Cart check on a consistent basis.

Note: that if you are missing these inspections comments should be made to the reason why the checks are not being conducted.

Also, Envoy has noted that **Weekly Inspections** are not being completed as required. These checks include: Corrected Differential Pressure and Bonding Cable Continuity. These checks have been moved from a monthly check to a weekly check when the current revision of ATA 103 was released in November 2019.